

## **Outline of the main duties of MDI consultants – Arab Region**

(to be tailored to the specific requirements of the MDI assessment concerned)

### **Option A: Lead researcher of the MDI assessment**

- Ensure overall coordination of the MDI assessment process, which will usually involve a research team comprising 2-3 national experts, in addition to the lead researcher;
- Act as a focal point of the research team for communications with UNESCO;
- Devise, in consultation with the other members of the research team, a detailed research plan, including timeframe; budget breakdown; list of stakeholders to be consulted; research methods to be used for covering the various indicators; and an interview matrix including the main questions to be asked to address each indicator and resource persons in each area;
- Manage the assessment process, which should be based on a combination of research methods, including: desk-based research on existing reports and publications in this area; analysis of laws and regulations in place; extensive consultations among the variety of stakeholders working in/with the media sector (interviews, focus groups, consultative meetings, etc.); and in some cases a survey;
- Draft the national MDI report, integrating the inputs received from the other experts involved in the research team;
- Oversee the finalization of the report, taking into account the feedback received from UNESCO and the peer reviewers. Ensure that the final report presents an accurate and well-balanced analysis of the media landscape in the country concerned; that the conclusions contained in it are substantiated; and that the recommendations it includes are in line with international standards;
- Present the report at a national validation conference.

### **Option B: International Advisor to the national MDI research team**

- Provide guidance and/or training to the research team on the MDI methodology and on international standards and good practices related to media;
- Devise with the national MDI research team a detailed research plan, including timeframe; budget breakdown; list of stakeholders to be consulted; research methods to be used for covering the various indicators; and an interview matrix including the main questions to be asked to address each indicator and resource persons in each area;
- Provide technical advice to the national research team throughout the duration of the project, in consultation with UNESCO;
- Ensure an in-depth review of the drafts of the national MDI report at the various stages of the assessment process;
- Assist the national research team in the formulation of the recommendations based on the findings of the study and ensure that they are in line with international standards;
- Contribute to ensuring that the final report presents an accurate and well-balanced analysis of the media landscape in the country concerned and that the conclusions contained in it are systematically substantiated;
- If the report is published in two languages (Arabic and English), assist in ensuring that the two versions of the report are identical.